

WARNING: False or misleading statements Subject to maximum \$5,000 penalty. T.C.A. §48-101-514

APPLICATION TO RENEW REGISTRATION OF A CHARITABLE ORGANIZATION

Division of Charitable Solicitations 312 Eighth Avenue North 8th Floor, William R. Snodgrass Tower Nashville, TN 37243 (615) 741-2555

		e provided, you may attach additional sheep your spring able registrate		Date Rec'd.
	azation. If you are unable to answer in the space ate that an item does not apply by placing N/A b			
iust	accompany this application. The amount of the	filing fee is as follows:		
	Organization's	Annual		
	C D	$\Gamma(1) = \Gamma_{-}$	Fee Pd.	
	\$0-\$48,999.99			
	\$49,000.00-\$99,999.99 \$100,000.00-\$249,999.99			
	\$250,000.00-\$249,999.99		Rec. No.	
	\$500,000.00-ABOVE			
e R	REVERSE side for additional instructions.			
	Name of organization:		•	FEIN
	-			
	Do you solicit contributions under any	other name(s)? Yes No	If yes, indicate below	' :
	Principal Office Address: (Street)			
	A. If organization does not maintain	an office, name and address of pe	erson having custody	of financial records:
	(Street)	(City)		(State) (Zip)
	B. Mailing Address: (Street)			
. '	Telephone Number: ()	Fax Number: ()	Email Add	dress:
	Do you have other offices in Tennessee? Yes \Box No \Box If yes, indicate below:			
	Iave you added any Chapters, Branches or Affiliates in Tennessee since your last registration? Yes No If yes; list address:			
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	Are you registering and reporting the	financial activities of these organ	nizations? Yes No	
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SIGNATURE SECTION

THIS DOCUMENT MUST BE SIGNED BY *TWO SEPARATE AUTHORIZED OFFICERS*, ONE OF WHOM MUST BE THE CHIEF FISCAL OFFICER. THE NOTARY MUST VERIFY EACH SIGNATURE. I/We certify that the statements in this registration statement and all supplemental forms, documents and continuation sheets are true and accurate. We understand that this registration will be accepted only if the requirements of the charitable solicitation laws are met. We agree to cooperate fully with any requests by the Secretary of State or Division of Charitable Solicitations to inspect the records of this organization in order to ascertain compliance with the statute and all pertinent rules and regulations. We are aware that we are subject to punishment if any of the statements we provide are willfully false.

Signature of Authorized Officer Date Signed	Signature of Chief Fiscal Officer Date Signed		
Print Name	Print Name		
Title	Title		
NOTARY SEAL	NOTARY SEAL		
Sworn to and subscribed before me (or to me personally known) at:	Sworn to and subscribed before me (or to me personally known) at:		
(County and State)	(County and State)		
This the day of 200	This the day of200		
Signature of Notary Public	Signature of Notary Public		
My Commission Expires:	My Commission Expires:		

ADDITIONAL INSTRUCTIONS

- A. Tennessee law requires every person to renew by its anniversary date if it intends to continue to solicit contributions in the State. A renewal application (and all other information/documentation required by law) must be received by the State within six months of the close of the organization's fiscal year. A late fee of \$25.00 will be assessed for each month, or portion thereof, that all required information is not timely filed.
- B. A renewal fee must accompany the application. The fee is based on an organization's gross revenue from all sources. (See fee schedule on front of the application.) Make checks or money orders payable to the Tennessee Secretary of State.
- C. Return the application package to: Division of Charitable Solicitations, 312 Eighth Avenue North, 8th Floor, William R. Snodgrass Tower, Nashville TN 37243.
- D. When filling out the renewal application, please follow these instructions:
 - #1. Indicate the legal name of the organization. You must include the organization's Federal Employer Identification Number (FEIN).
 - #2. If your organization solicits contributions under other name(s), so indicate.
 - #3A. The principal address <u>must</u> be a complete street address, including zip code + 4. <u>Post Office Box, Route #, etc. is not acceptable</u>.
 - #3B. Indicate a mailing address, if different from the principal office address.
 - #6. A parent organization (or federated fundraising organization) may file a registration statement and report the financial activities of its chapters, branches or affiliates (or independent member agencies), except when the chapter, branch or affiliate (or independent member agency) solicits or receives contributions from a source other than the parent organization (or federated fundraising organization).
 - #7. You must file any amendments to your organization's charter (e.g., name change) or by-laws.
 - #8. If your organization's tax-exempt status has been revoked, you must file a copy of the IRS letter of Revocation.
 - #10. Indicate every jurisdiction where your organization is authorized to solicit contributions.
 - #12. The organization's address and telephone number may be used.
 - #13. A criminal proceeding that results in a plea agreement must be included.
 - #14. Provide a detailed description of the organization's charitable purpose(s).
 - #15. A charitable organization that hires an unregistered person to assist with its solicitation activities will be subject to civil penalties up to \$5,000 per violation.
 - #16 &17. Provide a full name and address (including street address, city, state and zip code).
- E. You must notify the Secretary of State in writing if you do not intend to continue solicitation activities.

SS-6007 (Rev 03/02)

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